

MINUTES OF A MEETING OF WENDLEBURY ANNUAL PARISH COUNCIL
HELD ON FRIDAY 24TH JUNE, IN
WENDLEBURY VILLAGE HALL AT 8.00PM

Present: Cllrs: Doug Blake (Chairman), Brett Chambers (Vice Chair), Adrian Redford, Charlotte Carry, District Councillor: Gemma Coton and District Council Angus Patrick

In attendance: Sarah Kearney (Parish Clerk)

Apologies: Cllr David Ford & Cllr Ian Corkin

1. To Elect the Chairman for the year 2022/23

The Council unanimously **RESOLVED** and agreed that Cllr Doug Blake is Chairman for 2022/23.

2. To Elect the Vice Chairman for the year 2022/23

The Council unanimously **RESOLVED** and agreed that Cllr Brett Chambers is Vice Chairman for 2022/23.

3. Apologies for absence – receive apologies (Clerk)

The Council accepted Cllr Ford's apologies

4. Requests for Dispensations, Declarations of Interest, gifts, and hospitality

None

5. Public Participation

No Comments received

6. To Confirm the Minutes of the Parish Council Meeting held on 31st March 2021, previously circulated

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting

7. Reports from District and County Councillors – update

Cllr Ian Corkin is unable to attend the Parish meeting, email the following update: **(FOR MORE DETAILS INFORMATION PLEASE SEE FULL DETAILS EMAIL ON WENDLEBURY WEBSITE)**

Update from District Councillor Gemma Coton / Angus Patrick – attended at 8.00pm and left 8.20pm

- **Rail Freight Interchange Consultation**

A public consultation has started on the proposed strategic rail freight interchange next to Junction 10 of the M40. This is a chance for communities to make comments before the promoter makes a formal submission (expected in early 2023). Once the promoter's submission has been made and accepted by the Planning Inspectorate, there will be a formal opportunity for people to make comments. <https://oxsrfi.co.uk/community-engagement> This consultation is open until the 4th July.

- **Platinum Jubilee Village Hall Improvement Grant Fund**

The government have launched a village hall renovation fund to mark Her Majesty the Queen's Platinum Jubilee. The Platinum Jubilee Village Hall Improvement Grant Fund will provide grant funding over three years (to 2025) to support capital improvement projects for village halls, such as installing Wi-Fi, extending buildings and modernising facilities. Details of how to apply for the fund are yet to be announced but you can find more information about the fund here:

<https://www.gov.uk/government/news/platinum-jubilee-fund-creates-boost-for-village-halls>

- **Parents Can Now Book for Summer Fun**

Booking is now open for Cherwell's summer activity programme running from the 25th of July at venues in Bicester, Banbury, and Kidlington. Highlights include professional athlete mentors from the Youth Sport Trust, and guest coaches leading sessions such as tennis, football, and cricket. Swimming will also be offered at selected venues. Can book here:

<https://www.cherwell.gov.uk/news/article/969/parents-can-book-summer-fun-for-children>

- **East-Westst Rail Consultation**

East-West Rail is running another consultation on the London Road level crossing to gain views on the possible solutions. It will be taking place on Monday 4th July between 2-8 pm at the John Paul II Centre in Bicester.

- **Bicester Village Consultation**

Bicester Village is bringing forward proposals to deliver a new landscaped public park in the heart of

the town and the addition of some guest service facilities at the western end of Bicester Village. The consultation period runs from 1st to 21st July with two public exhibitions on Saturday 2nd July (11am-3pm) and Thursday 7th July (4 pm-8 pm) at the John Paul II Centre, Bicester. More information on the consultation can be found here: <https://bicester-village-public-consultation.co.uk/>

8. Update on progress from the Minutes – The Clerk/Chairman will report on the progress of outstanding items which do not require a further decision.

Clerk reported:

- Newsletter – has been delivered to the whole of Wendlebury and received positive feedback from residents.

9. Governance

9.1 **Vacancy – Clerk reported:** Newsletter gone to all residents advertising this position.

10. Finance

10.1 **Financial Report – Clerk Reported:**

Current Account -	£ 5,462.40
Deposit Account -	£16,244.85
Total =	<u>£21,707.25</u>

Outstanding payments £1,285.13 for June

Uncleared Cheques £45.00

Income Received:

Allotment Rent	£ 50.00
Recycling Bins for 21/22	£ 224.76
Precept for 1 st April 22	£3,575.50
Total =	<u>£3,850.26</u>

10.2 **Budget 2022/23** – to confirm the 2022/23 budget and agree to transfer £1,000 pounds from the Current account over to the Deposit account to build up reserves
The Council unanimously **RESOLVED** and agreed to the Budget for 2022/23 and transferring of £1,000 from the Current account to the Deposit account to build up the reserves

10.3 **Reserves 2022/23** – to consider and agree the confirm the Reserves for 2022/23

▪ Community Fund	£13,789.17
▪ Allotments	£500.00
▪ 3 months' running costs	£1,200.00
▪ Election expenses	£1,600.00
▪ IT Equipment	£200.00
▪ Insurance Excess	£320.00
▪ Village Hall Support	£500.00
▪ Tree Maintenance	£500.00
▪ Audit Contingency	£200.00
▪ Staff sickness/overtime	£300.00
▪ Defibrillator	£200.00

The Council **RESOLVED** to agree to the Reserves which included the following:

10.4 **Statement of Accounts** – to consider and approve Statement of Accounts for year-end 31st March 2022
The Council **RESOLVED** and agreed to the end-year account for 31st March 2022

10.5 **The Asset Register** – to update the Asset Register

The Council **RESOLVED** to confirm the Asset Register value of £10,326.90 with added changes from last year to include the Speed Watch Sign, G.Force boxes and Clerk Lap Top
The full Asset Register would be published on the website.

10.6 **Internal Audit** - to receive the report from the Internal Auditor

The Council **RESOLVED** to receive the report

10.7 **AGAR Signature Redaction** – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns

The Council **RESOLVED** to agree to redact the signatures on the web version of the AGAR acknowledging that this was against the Accounts and Audit Regulations, but that it was to protect the signatories from the specific and identifiable threats of identity theft. There was no issue with the full documents being viewed in person

- 10.8 **Certificate of Exemption**– to consider whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold or to have a Limited Assurance Review
The Council **RESOLVED** to agree to complete a Certificate of Exemption from submission to the External Audit and agreed on the figures
- 10.8b **Annual Governance Statement** – to consider the questions and respond accordingly.
The Council **RESOLVED** and agreed to the questions and the Clerk and Chairman signed the forms
- 10.8c **Audit Accounting Statements** – to consider and agree on the accounting statement figures.
The Council **RESOLVED** and agreed on the figures which were provided, and it was signed by Clerk/RFO and Chairman
- 10.8d **Electors’ Rights** – to note the dates of the Exercise of Public Rights as 6 June to 15th July 2022
The Council **RESOLVED** to note the dates which would be published on the noticeboard and website.
- 10.8e **Statement of Variance** – consider the draft statement of variance
The Council **RESOLVED** and agreed on the Statement of Variance
- 11. **Annual Subscriptions and Regular payment** – to consider and agree on the list
The Council **RESOLVED** and agreed to the subscriptions and regular payment, as cancelled a few Subscriptions in 2021.
- 12. **Banking Signatories 2022/23** – to review and agree on the bank signatories
The Council **RESOLVED** and agreed that it would stay with Cllr Doug Blake and Cllr Brett Chambers. Councillors did indicate when we change bank accounts and would like to consider a third councillor.
- 13. **Invoices for payment** – to consider and approve invoices for payment itemised on the payment schedule
The Council unanimously **RESOLVED** and agree to all the below payments

Invoices for payment 1st June 2022

	Cheque no:	Payee and reason	Budget	Minute Ref	Amount
1	200180	Zurich Insurance	Insurance	07/22	£286.97
2	200181	Elaine Anstee	Auditor	07/22	£79.98
3	200182	Clerk Salary	Salary	07/22	£684.00
4	200184	Cherwell District Council	Dog Bins emptying	07/22	£180.18
5	200183	Cherwell Graphics	Newsletters	07/22	£54.00
Total					£1,285.13

14. Parish Matters

- 14.1 **Environment Agency – Cllr Blake reported:** Still unable to contact anybody for updates. Have seen some workmen clear the brook off weeds.
- 14.2 **Safer Wendlebury** – Cllr Chambers asked if he could have the software from the Speed sign to analyse the data. **ACTION: Cllr Blake to pass on software**
The clerk also reported Chesterton is happy to help set up Speed Watch which is going well at Chesterton. They now have 11 volunteers and two guns. Cllr Carry asked Clerk to pass onto Cllr Rogers at Chesterton her details so they could be processed with setting this up.
- 14.3 **SE Relief Road** – Still no further updates
- 14.4 **Allotments – Clerk reported:** The allotment has asked for some items which they require Fencing and paint
The Council **RESOLVED** and agreed that they could have these items. **ACTION:** Clerk to order these items
- 14.5 **Flooding – Cllr Blake reported:** Received email from Cllr Ian Corkin that Tony Brummell from CDC met with the J9 development team the developers have only agreed VERBALLY to considerably improve the flood attenuation on the site, both Tony Brummell, OCC and WPC need to scrutinise what’s in the formal Planning application relating to this., also received drawings and detailed background information on their proposals. They seem to be very conducive to offering betterment where they can.
Looking upstream from the A41 crossing the watercourse bifurcates, the right-hand leg leading to Little Chesterton and the left-hand leg towards the M40 and then under it to where it rises at Spring Well Farm. The left leg is the one to be diverted around the development site where over-attenuation is possible which will add protection to Wendlebury. Unfortunately, it seems the right leg which will receive flows from Great Wolf is outside the area under the J9 developer’s control.
It has been asked for an accompanied site visit so they can further understand the watercourses within and around it.
- 14.6 **Arc** – no updates
- 14.7 **Bicester Police Rural Resilience Group** – No update, meeting on 28th June 2022
- 14.8 **Donation to the Village Hall for the Extension** – **This was discussed and agreed that a donation will be given to the Village Hall, but the amount hasn’t been agreed. ACTION: Clerk to contact Chair of Wendlebury Village Hall**

15. **PLANNING** – to consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting:
- 15.1 **Siemens** – The planning Application has now been received for Siemens and comments need to go back by the 14th of July 2022. Wendlebury Parish Council had several meetings with Cllr Ian Corkin and Siemens, and most of the questions on Flooding and infrastructure have been the answered and are still being investigated.

Planning Applications New: - to note

None

Planning Applications Pending: - to note

- 15.2 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE – **Extension to existing Commercial Building and detached stables with Integrated Store.**
- 15.3 **22/01144/F** - Tritax Symmetry Oxford North Ltd & Siemens Healthineers - **Full planning application for the erection of a new high quality combined research, development and production facility comprising of Class B2 floorspace and ancillary office floorspace with associated infrastructure including: formation of signal-controlled vehicular access to the A41 and repositioning of existing bus stops; ancillary workshops; staff gym and canteen; security gate house; a building for use as an energy centre (details of the energy generation reserved for future approval); loading bays; service yard; waste management area; external plant; vehicle parking; landscaping including permanent landscaped mounds; sustainable drainage details; together with the demolition of existing agricultural buildings within the red line boundary; and the realignment of an existing watercourse.**

Planning Application Decisions: – to note

- 15.4 **22/00917/F** - 19 Rectory Close, Wendlebury, Oxfordshire, OX25 2PG - **Removal of the existing flat roof and balcony, partial enclosure of balcony to form en-suite, proposed open sided porch with lean-to tiled over. Proposed rooflight on front roof slope and associated internal alterations. Render existing external brickwork elevations including brickwork inset on the front gable.**

16. **Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required.**

- The Rural Bulletin
- CDC Bulletin updates
- Kate Prudden - Newsletter
- OALC Newsletter
- Healthwatch

17. **Date of next meeting** – Thursday 28th July at 8.00pm

The meeting closed at 9.40pm

Signed Dated